

# **FIRE PROTECTION POLICY BOARD**

## **Regular Meeting May 25, 2005 General Administration Building Olympia, WA**

**Board Members Present:** Mark Kahley, Dean Hosni, Jim Broman, Sharon Colby, TJ Nedrow, Joe Coultman and Jennifer Gregerson

**Board Members Absent:** Buck Lane

**WSP Staff Present:** State Fire Marshal Samuel Pierre, Dan Johnson, Anjela Foster, Ellen Tombleson and Steve Kalmbach

**Guests Present:** Wayne Wienholz

### **OPENING**

Sharon opened the meeting at approximately 9:10, and introduced new Board Member Dean Hosni, who is the replacement for Janet Paulson as the insurance industry representative.

Following introductions, the agenda minutes from the February 23, 2005 Work Session were approved as written, with the exception of changing Joseph Coultman's email for public use to joseph.coultman@seattle.gov.

### **REPORTS**

#### **State Fire Marshal Report**

State Fire Marshal Samuel Pierre introduced Assistant State Fire Marshal Steve Kalmbach, who advised that the Mobilization Division is preparing for the 2005 mobilization season, and provided an overview of the Governor' Drought Committee. Steve also reviewed procedural changes for the upcoming mobilization season:

- Upper level staff from the Mobilization Division will be working with the communities that are affected by the mobilizations to answer their questions and address their concerns. Sharon advised that it is her experience (based on the 2003 mobilization in Cheney) that the citizens appreciate the town hall meeting, as they keep them informed of what is happening in their communities.

Mark Kahley provided background information on a conflict of interest situation involving using a non-public fire engine company, owned by a Division Group Supervisor. Mark explained that use of the engine was due to financial costs. Mark also advised that some engines, although they may be located closer to the fire, are not used, because of their cost. Dan Johnson advised that the State Fire Defense Committee has addressed conflict of interest, and has added a section in the Mobilization Plan to address this issue. Dan provided a copy of the revised Mobilization Plan and advised that it is being printed and distributed. Sharon told Dan she appreciates this organization of the Mobilization Plan, and praised his work in the coordination of the revision of the Mobilization Plan.

Dan provided information on the Governor's Drought Committee and advised that Town Hall meetings are scheduled to be held in Wenatchee and Yakima to discuss weather forecasts, economical impacts, loss of water rights, and other drought issues.

Jim Broman requested that for the next printing of the Mobilization Plan, that the Fire Protection Policy Board's logo be added to the cover. It was also clarified that the official title of the Mobilization Plan is ***The Washington State Fire Service Resource Mobilization Plan***.

Following a suggestion made by Jim Broman that a talking point sheet be developed for private contractors, Dan advised that he works very closely with the private contractors association, and feels they have good communication.

Following the Mobilization Division's Report, Sam introduced Anjela Foster, Assistant State Fire Marshal of the Prevention Division. Anjela provided an overview of the recent Bureau reorganization and explained that her Division now includes the inspection, plan review and licensing programs.

In providing a personnel update, Anjela advised that Larry Glenn was selected as the Bureau's Employee of the Year, and further advised that Larry is filling the Chief Deputy position in the Licensing Section, and an acting basis.

Anjela provided an overview of a recent firework seizure conducted at the Port of Tacoma. There were 830 cartons of fireworks that were seized. Anjela and her staff are working with the Bureau of Alcohol, Tobacco and Firearms (ATF), who are pursuing federal charges.

Anjela also provided information on new legislation that will now allow sprinkler funds to be used for proactive efforts. Anjela also advised that her Division is in the process of updating the sprinkler WAC that will allow fines to be assessed against sprinkler contractors/companies that do work they are not licensed for, or perform work which isn't in accordance with the code.

In response to Jim Broman's question asking if Anjela has oversight of investigations, she explained that investigations were originally part of the licensing program. Anjela advised that her Division still does sprinkler licensing investigations that are funded out of the sprinkler fund, that they are authorized to perform, but as far as fire investigations, the Bureau does not have funding to provide these services. She provided an overview of the meetings that were held with the regional councils, where it was stressed to the councils that they need to develop regional fire investigation task forces. She further explained that strings have been attached to their contract funds that stipulate that they need to provide contact information, so if a request for fire investigation assistance is received, they can be referred to a person on the task force that can assist them. Anjela advised that ATF has also offered their assistance as a resource to any department needing assistance with a fire investigation. Following this discussion, Jim Broman suggested that this specific topic be the focus of a future work session, and suggested that the July work session be dedicated to further discussion on this issue. Following discussion on who has authority to perform investigations, Anjela explained that this discussion did come up at the Regional Council meeting in Moses Lake. Anjela advised that this is a policy discussion that may best be addressed by the FPPB. She explained there is authority in the fire code and the statute at the local level that allows the ability to delegate to a task force. Anjela explained that there are some areas of the state that are operating this way very successfully. Region 8 has a task force that works throughout their whole region, through fire service resources, and through paid contracts with fire investigators, to provide assistance to those jurisdictions that need it.

In discussion it was agreed that as a holistic approach, the FPPB should take a look at all of the fire prevention services at the local level that are not being provided, including code enforcement and inspections. Anjela explained that there is the same issue of delegation of authority for code enforcement. Jim proposed that a single topic work session be held in July to address these issues.

Anjela advised that the regional contract applications are due mid-June. The contracts this year will require that the Regional Councils provide an oral and PowerPoint presentation to the Fire Protection Policy Board, in a format that will be provided, that details how they spent their funding, the benefit of their programs, how they spent their money, what they accomplished and who from their region benefited. Anjela further explained that this contract includes measurable objectives that they will need to address that shows a breakdown of who from their region participated in training compared to whom from outside their region participated. This is to ensure that their region is benefiting from the contract funding and not being used as a moneymaker.

Mark Kahley advised Anjela that he is very appreciative of the fine job Karen Jones' has done on the PNWCG Working Team. He advised that Karen has been very instrumental in changing the group into a much more effective group.

Wayne Wienholz also praised Mike Sturgeon's efforts in coordinating with his office on issues that Mike encountered in a facility he had inspected that was being renovated from a tavern to a daycare, and alerted them to the fact that the alarm system appeared to have some trouble. Wayne advised that he appreciated the coordination of efforts.

Following discussion on legislation that passed this session for assembly occupancies (night clubs) Anjela advised that she will provide bill information to the Fire Protection Policy Board.

Following Anjela's report, Sam introduced Mike Matlick who provided an overview of the Fire Training Division, and advised that with the recent re-organization of the Fire Protection Bureau, that the Standards and Accreditation Unit and the Basic Firefighter Training Program, will now be part of the Bureau's Fire Training Division.

Mike advised that he is currently working on the Fire Training Academy's Business Plan, in coordination with the Board's Training Committee, and invited the Board to attend the Media Day scheduled at the FTA on June 29<sup>th</sup> and the Legislative Day, which is scheduled at the FTA on July 27, (in conjunction with the Board's July Work Session). The purpose of the Legislative Day is to highlight the needs and the issues confronting the Fire Training Academy to the legislature, and to stress that the FTA will be part of a comprehensive statewide plan for fire training. The FTA has also developed a new Strategic Plan, which is focused on their current business practices. Mike will forward a copy of the Plan to Ellen to be distributed to the Policy Board members.

Following discussion on the need to comprehensively address code issues, fire investigation issues and statutory anomalies, it was agreed that a separate, special meeting be scheduled to address these issues.

### **Basic Firefighter Training Program**

Chuck King provided an overview of program funds, and advised that a letter was sent to all fire chiefs in the state, advising that new contracts have stopped, and will be available to be started after July 1. Chuck advised that the Task Books are being updated to reflect the 2002 Edition of NFPA 1001, and the Program Manual is being re-organized, and will be more user-friendly. It is anticipated that both the Task Books and the Program Manual will soon be available on-line. Once the Fire Protection Policy Board's logo is approved for use, it will be added to the front cover of the Program Manual and Task Book for future printings.

Following Chuck's report on the Basic Firefighter Training Program, State Fire Marshal Samuel Pierre acknowledged the work of the staff of the State Fire Marshal's Office. He also provided a brief synopsis of his activities, advising that he continues to travel to meet with the fire service and other FPB stakeholders. Sammy advised that the Bureau is facing possible budget and FTE cuts, and provided an overview of the Bureau's recent re-organization.

Jim Broman expressed his sincere appreciation for the leadership and vision that Sam has provided to the State Fire Marshal's Office since he began the job 7 months ago. He also advised that he appreciates his staff's reporting format at Policy Board meetings and the fact that staff provides timely and complete information. He also acknowledged that he appreciates the fact the Sam has kept the Board up to date on the Bureau's reorganization.

### **State Fire Defense Committee**

Mark Kahley provided the SFDC report, and advised that one issue that is still pending is the issue of the Incident Medical Specialist Teams, and advised that there are significant issues with this, as these teams can operate on federal land, but have no authority to perform their jobs when they get off federal land. Mark advised that they are working with officials from the Department of Health and the US Forest Service to resolve this issue.

### **FPPB's Training Committee**

Mike Matlick advised that a major portion of the recent Training Committee meeting was devoted to discussion on the format of the survey. Mike advised that as part of the survey process, the Training Committee would like to have a letter signed and sent by all members of the Fire Protection Policy Board to all of the Fire Chiefs in the state. Mike advised that the survey will be directed to the Fire Chief, who will complete the survey. Copies of the letter will also be provided to the Washington Fire Commissioners' Association, Washington State Association of Fire Chiefs, Training & Safety Officers Division, Washington State Fire Fighters' Association, Washington State Fire Service Education Association, Washington State Council of Fire Fighters, and the Washington State Association of Fire Marshals, to enable them to encourage participation of their memberships to participate in the survey.

***Motion:***        **Jim Broman moved and Joe Coulman seconded to approve the letter and to authorize signature of the letter.**

***Following discussion, the Motion passes. Unanimous.***

Mike also advised that at the meeting, the Training Committee held a discussion on meeting attendance. Eric Quitsland will clarify with the membership that although there are 2

representatives from each interest group, they both serve as primary members, and both need to attend the meetings. Following discussion, it was agreed that the individual associations need to track their representatives on the committee, and hold them accountable. Fire Protection Policy Board should be advised of at-large members' lack of meeting attendance. Following further discussion, it was agreed that attendance/absences at the meeting should be documented in the meeting notes. Chuck will verify with Eric that the meeting notes get distributed to members of the Fire Protection Policy Board.

### **E911 Committee**

Joe Coultman advised that the past month has been very busy addressing VOIP (voice over internet protocols) issues, which is when a computer cable is used as a telephone. The main concern is that when VOIP first came out, and someone dialed 911, their location could be displayed as the address where that company's headquarters is located, which could generally be in another state. Joe advised that the FCC is addressing the protocol issues.

### **State Interoperability Executive Committee –**

Jim advised that the main focus of this committee is to develop a plan that will promote statewide interoperability, especially as it pertains to wireless radio communications. The Committee is now working on the Technical Implementation Plan, which is anticipated to be completed by mid-summer. Further information is available on-line at [siec@dis.wa.gov](mailto:siec@dis.wa.gov).

### **Other Reports**

Mark Kahley provided an overview of the audit of fire suppression costs conducted by the Joint Legislative Audit Review Committee (JLARC). Mark advised that this is a significant report that is available on the JLARC webpage ([access.wa.gov](http://access.wa.gov) – legislative committees). In general, the auditors were concerned that there is not a method to electronically link fire costs to a specific fire. The information is available, but not electronically. Funding was provided in the supplemental budget to hire someone to create a system capable of linking the data electronically.

Mark further advised that due to DNR's budget, they will most likely be parking 10-12 fire engines on the westside of the state, which means that they will not have resources available that they typically use to send from the Westside to the eastside as the fire danger increases. DNR also did not receive a budget request that would have allowed them to maintain their number of inmate firefighting crews at 54. Mark advised that he has funding for approximately 43 crews. This means that they will be cutting back the number of crews they have available for initial attack.

### **New Business**

***Motion:*** Jim Broman moved to accredit both the Fire Training Academy and the Island County Recruit School, as presented.

***Motion passes. Unanimous.***

Following approval of the motion, Mark Kahley praised Barb's efforts in providing comprehensive reports on both of the decision items presented for approval.

Following discussion, it was agreed that a Special Work Session be scheduled for July 5<sup>th</sup> at the Washington Fire Commissioner's Association Conference Room to discuss the responsibility for fire prevention related activities, including fire investigations and inspections.

### **Other Business**

Jennifer Gregerson advised that she is continuing contact with the Governor's office to gain approval of the Fire Protection Policy Board's logo.

The 2004 Annual Report has been completed, other than having board members biographies updated. Ellen will distribute samples to the Board and ask that they return them as soon as possible.

Sharon Colby advised that she has requested a job description for the State Fire Marshal several times, and would like to have it available at the August meeting. Sharon advised that the purpose of requesting the job description is to allow the Board to review the job description to ensure that it meets the criteria set forth by the Board during the hiring process.

### **Election of Officers**

***Motion:*** Mark Kahley moved and Joe Coultman seconded to retain Sharon Colby as Chair.

***Motion passes. Unanimous.***

***Motion:*** Joe Coultman moved and Mark Kahley seconded to retain TJ Nedrow as Vice-Chair.

***Motion passes. Unanimous.***

Wayne Wienholz advised that the Washington State Association of State Fire Marshals is very pleased to have the opportunity to appoint a representative as a member of the Fire Protection Policy Board. He feels this will provide a very good platform for fire prevention issues.

Meeting adjourned at approximately 12:00.

Next Regular Meeting:

August 24, 2005– 9:00  
General Administration Building  
WSP HQ Conference Room

Approved:

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Sharon Colby, FPPB Chair (Date)